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# RIVERSIDE SCHOOL



## Charging and Remission Policy

APPROVED BY GOVERNORS ON 27<sup>TH</sup> JANUARY 2010

DUE FOR REVIEW JANUARY 2012

RESPONSIBLE PERSON – HEADTEACHER

SIGNED BY  
CHAIR OF GOVERNORS \_\_\_\_\_

HEADTEACHER \_\_\_\_\_

## **Background**

The Governing Body of Riverside School recognises the valuable contribution that the wide range of additional activities, including trips, clubs and residential experiences can make towards our pupils' education and experiences. The Governing Body aims to promote and provide such activities both as part of a broad and balanced curriculum for the pupils of the school and as additional optional activities.

## **Charges**

The governing body will not in all circumstances charge but reserves the right to make a charge for the following activities organised by the school:

### **School Journeys in School Hours**

The board and lodging element of approved residential activities deemed to take place in school hours.

The cost of meals, refreshments and entrance fees

### **Activities outside School Hours**

The full cost to each pupil of all approved activities deemed to be optional extras taking place outside school hours.

### **Instrument tuition**

The cost of musical instrument tuition if provided at the parent's request

### **Charging in Kind**

Materials and ingredients: the cost of materials or ingredients for art and design, food, hospitality and catering, if parents have indicated in advance that they wish to own the final product

### **School Property**

The Governors reserve the right to charge parents for non-accidental damage to, or loss of school property.

### **General**

The Governing Body may from time to time, amend the categories of activity for which a charge may be made. Nothing in this policy statement precludes the Governing Body from inviting parents to make a Voluntary Contribution towards the cost of additional activities which take place in school time. Parents may be advised that the continuance of an activity may depend upon voluntary contributions, but once it has been decided to run such an activity no qualifying child will be excluded on the grounds of voluntary contributions.

### **Remissions**

Where the parents of a pupil are in receipt of income support or family credit, the Governing Body will offer to remit in full the cost of full board and lodging for any residential activity which is deemed to take place in school hours or where it forms part of the syllabus for the National Curriculum.

The Governing Body may wish to remit in full or in part the cost of other activities for particular groups of parents, for example, in the case of family hardship. When arranging a chargeable activity such parents will be invited in confidence for the remission of charges in full or in part. Authorisation for such remission will be made by the Headteacher in consultation with the Chair of Governors.